

Wahpeton City Council

November 6, 2023

5:00 p.m.

Present: Mayor Brett Lambrecht, Council Members Shannon Schillinger, Chad Perdue, David Woods II, Tiana Bohn, Renata Fobb, and Cory Unruh

Absent: Jason Goltz and Kelly McNary

Also Present: Finance Director Darcie Huwe, Assistant City Attorney Will Budke, Public Works Director Dennis Miranowski, Community Development Director Chris DeVries, Police Chief Matthew Anderson, Finance Assistant Lynelle Amos, and Auditor's Assistant Cheryl O'Meara

CALL TO ORDER – PLEDGE OF ALLEGIANCE

Meeting called to order by Mayor Lambrecht. The pledge of allegiance was then recited.

CONSENT AGENDA ITEMS (presented by the Mayor) –

Approval of minutes of regular meeting held October 16, 2023

Games of Chance Licenses, Site Authorizations & Special Permits:

NDSCS Diesel Club – Raffle Permit

Other Games of Chance and/or Special Permits:

Chahinkapa Zoo Association – Raffle Permit

Breckenridge Wahpeton Swim Team – Raffle Permit

Presentation/Approval of Reports

Findings of Fact & Order 802 Center St. S.

Lake Agassiz Water Supply Correspondence

Zoo Sessions – Bill Dablow November 9th

Mayor Lambrecht asked if there were any items to be removed from the consent agenda and there were none. **Motion by Perdue, seconded by Schillinger, to approve the Consent Agenda items as presented. Motion carried with all voting ‘aye’.**

REPORTS FROM CITY OFFICERS AND STAFF

FINANCE DIRECTOR

Revised Funding Request at the Golf Club House – request referral to Finance Cmt. – Mayor Lambrecht will refer this item to the Finance, Personnel & Economic Development Committee.

Special Election Nov. 7th, 2023 – Huwe gave a reminder that on Tuesday, November 7th, there will be a special election to continue the City's current 2% local sales tax. Additional information is available on the City's website. Absentee voting and/or early voting ended today. Any absentee ballots that were sent out need to be postmarked with today's date to be counted tomorrow. There will be a single polling location at Wahpeton City Hall, with polls open from 7 am to 7 pm. City of Wahpeton residents are encouraged to vote.

Reminder City Hall Closed on Friday, Nov. 10th in Observance of Veteran's Day – Huwe announced City Hall will be closed on Friday in observance of Veteran's Day which is Saturday, November 11th.

Library Director Report – In the Library Director Bakken's absence, Huwe reported there will be some changes in library programming in November due to staffing issues. Storytime for ages two and older will be held Tuesdays at 10 am. There will be no Outreach Programs in November. In lieu of programming in November there will be "Take & Make" craft bags for children and adults with two different versions throughout the month. Due to the Thanksgiving holiday the Library Board will meet

November 30th at 4 pm. The Friends of the Library will meet November 15th at 10 am. Leach Reads Book Club will meet November 15th at 1:30 pm. The Library will be closed Friday, November 10th in observation of Veteran's Day but will be open Saturday, November 11th from 9 am to 1 pm.

COMMUNITY DEVELOPMENT DIRECTOR

Community Development Report – This issue of the Win Column featured “A Look Ahead” at scheduled holiday happening in Wahpeton.

DeVries reported the Planning Commission, acting as the Renaissance Zone Authority, met earlier today to review the current Renaissance Zone and its boundaries. The City needs to renew its Renaissance Zone as the current zone ends December 8, 2023 and consideration was given to extending it another 10 years. Changes to the RZ boundaries were also discussed. Some blocks to be added or eliminated to accommodate potential projects were considered. A motion was made by the Planning Commission/RZA to approve scheduling a joint public hearing with the Council for November 20th at 5:00 pm regarding the proposed changes to the Renaissance Zone. **Motion by Schillinger, seconded by Bohn, to approve scheduling a Joint Public Hearing with the Planning Commission/Renaissance Zone Authority on November 20th at 5:00 p.m. regarding the Renaissance Zone extension and boundary changes. Motion carried with a roll call vote of 6-0.** DeVries felt the Renaissance Zone has been a good tool for the City to help provide incentives, and may be utilized by some good projects in the future.

DeVries then provided some updates. He reported the Housing Improvement Partnership Program with Gate City Bank closed October 31st with 30 applications being sent to the bank for approval this year. Regarding the Rec and Wellness Center Ad Hoc Committee, several sub-committees have been formed and are researching information on different aspects of the center to be brought back to the Committee. DeVries and Huwe assisted Chahinkapa Zoo in applying for a ND Tourism Grant of which they were not a recipient but plan to apply again in the future if it is offered. DeVries reported there have been some technical issues with the public access channel so outdated information is being displayed but they have been working on it and it is hoped to have it working and information updated and back on track soon.

DeVries announced upcoming events include the annual Tree Lighting at Heritage Square on November 21st, with Holiday Lane opening that same night. A Holiday Home Tour is scheduled for December 16th. The Wahpeton Winter Wonderland will be held February 16 – 17, 2024.

LIBRARY DIRECTOR

Library Report – See Finance Director Report

POLICE CHIEF REPORT

Police Dept. Report – Police Chief Anderson gave a reminder that winter parking restrictions are in effect. Warning parking tickets will be issued with the first snow fall, then actual tickets will be issued thereafter. Anderson reported the SIRN 2020 radio tower is scheduled to be operational in Wahpeton on January 3rd, 2024 with the Police Department being the first entity to get rolled into that and will work things out with dispatch before the Wahpeton Public Works Department and Fire Department are added. The PD is working the National Click or Ticket campaign on a grant through the NDDOT until December 14th. Anderson announced Police Officer Tyler Mauch has received an employment offer with the NDBCI. Efforts to fill the vacated position will begin the first part of December.

PUBLIC WORKS DIRECTOR

Public Works Report – **Referral to PW Cmt.:**

Contact Change Order #3 – Downtown Side Streets Ph. I Proj. ST20-255 – Mayor Lambrecht will refer this item to the Public Works & Public Safety Committee.

Contract Change Order #5 – 8th Ave. N. Reconstruct Proj. ST19-248 – Mayor Lambrecht will refer this item to the Public Works & Public Safety Committee.

2024 Crack Sealing Contract – Mayor Lambrecht will refer this item to the Public Works & Public Safety Committee.

Miranowski requested referral to Public Works Committee **of the Heritage Square Christmas Tree future planning**. Mayor Lambrecht will refer this item to the Public Works & Public Safety Committee.

Friendship Pedestrian Bridge Condition Assessment – Mayor Lambrecht will refer this item to the Public Works & Public Safety Committee.

Miranowski reported on the Public Works/Street Department tasks/activities in the past few weeks that have been completed or that are being worked on.

COMMUNICATIONS FROM THE MAYOR & COUNCIL

Mayor Lambrecht announced the Chahinkapa Zoo Wild Game Shows will be held November 17th. The Special Election will be held tomorrow, November 7th, and all were encouraged to get out and vote. Lambrecht then recognized the NDSCS athletic teams and their recent achievements.

REPORTS FROM THE CITY COUNCIL COMMITTEES & BOARDS

Public Works & Public Safety Committee Report

Perdue said the Public Works & Public Safety Committee met on October 23 at 4:00 p.m.

8th Avenue North Reconstruction Project Contract Change Order #3 ST19-248 Sellin Brothers Inc. – motion to approve \$9,690 – Motion by Perdue, seconded by Fobb, to approve Change Order #3 for \$9,690 from Sellin Brothers Inc. on the 8th Avenue North Reconstruction Project ST19-248. Motion carried with a roll call vote of 6-0.

8th Avenue North Reconstruction Project Contract Change Order #4 ST19-248 Sellin Brothers Inc. – motion to approve \$11,635.06 – Perdue said this item would be referred back to Public Works Committee for revision.

Loy Avenue & 12th Street North Final Pay Application & Balancing Change Order ST19-249 – motion to approve \$32,495.06 – Motion by Perdue, seconded by Fobb, to approve the Final Pay application from KPH Inc. on the Loy Avenue & 12th Street North Reconstruction Project ST19-249 in the amount of \$32,495.06. Discussion held. Motion carried with a roll call vote of 6-0.

Eastside Sanitary Sewer Phase B Part II Final Pay Application & Balancing Change Order SS18-243 Sellin Brothers Inc. – motion to approve \$22,569.67 – Motion by Perdue, seconded by Woods, to approve the Final Pay Application from Sellin Brothers Inc. on the East Side Sanitary Sewer Phase B Part II Project SS18-243 in the amount of \$22,569.67. Motion carried with a roll call vote of 6-0.

Traffic Control Box Artwork/Policy for Art in Public Spaces – discussion

Tree Removal Rosewood Shared Use Path – motion to advertise for bids – Motion by Perdue, seconded by Woods, to approve moving forward with project advertisements for tree removal bids. Discussion held. Motion carried with all voting ‘aye.

Sump Pump Ordinance - discussion

Building Official Updates – discussion

Referrals

Finance, Personnel & Economic Development Committee Report (No meeting held)

SCHEDULING OF COMMITTEE MEETINGS

The following Committee Meetings were then scheduled:

- a. Public Works Committee November 13th 4:00 p.m.
- b. Finance Committee November 13th 5:00 p.m.

Motion by Fobb, seconded by Unruh, to adjourn at 5:31 p.m. Motion carried.

Mayor Brett Lambrecht

Lynelle Amos, Finance Assistant